

**Amendments to Bylaws Approved By the Planning Commission
November 3, 2003**

Changes are as follows:

1. **TPAC Deleted.** References to TPAC have been removed to conform the Bylaws to changes made previously by the MPO.
2. **General Clean-up.** References to 'quasi-judicial proceedings' have been made uniform throughout (changed from 'formal proceedings'). This change was for the sake of uniformity.
3. **Attendance Report.** A provision has been added requiring that the Planning Commission Clerk report attendance to the City and County Commissions.
4. **Intervention Authorized.** Provision has been made recognizing and formalizing the right of intervention, since it has been allowed in the past. An intervenor must show standing but may join an existing proceeding after the filing deadline.
5. **Right of Self Representation.** Recognition has been given to the fact that a party may appear without an attorney. This codifies existing practice.
6. **Time Periods Synchronized.** The glitch regarding the time period for filing appeals has been corrected to make it consistent with the ordinance.
7. **Attachment to Petition.** A requirement to attach to the petition for quasi-judicial proceedings a copy of the decision being appealed was added to aid the Planning Commission Attorney in making the determination of standing. This has been a problem in the past because the attorney must make a standing determination in a short period of time and it is difficult to do this without a copy of the decision being appealed.
8. **Copy to the City/County Attorney.** A requirement was added that a copy of the petition must be served on the local government attorney (i.e., the City Attorney or County Attorney, as applicable). This has been a recurrent problem.
9. **Signature Certifies Proper Purpose.** A requirement was added providing that the signature of the party or attorney on the document certifies that it was not filed for improper purposes.
10. **ALJ Qualifications.** A description of the qualifications of the Administrative Law Judge (ALJ) was added. This helps explain the role of the ALJ for citizens who do not have copies of the ordinances.
11. **Right of Discovery.** Information was provided about discovery rights. This codifies existing practice permitting pre-hearing discovery.
12. **Mediator Selection.** The procedure for selection of a mediator was added.

13. Advanced Technology Projects. Provisions were added for advanced technology projects (in the City only). This was done to make the Bylaws consistent with City ordinances.

14. Rendition of Orders Further Clarified. Rendition of orders was explained to take place upon date-stamping of an order by the Planning Commission Clerk.

15. Additional Clean-up. An old provision for administrative appeal of Planning Department action on documents filed after site plan approval was deleted. This provision predated procedures under quasi-judicial proceedings.

16. Conflict of Interest Statute Updated. The statutory provision setting out conflict of interest was updated to be consistent with existing law.

17. Compliance with Florida Law Required. New provisions were added requiring the Planning Commissioners to comply with Sunshine Law, Code of Ethics and Public Records Laws. The purpose of this section is to raise awareness of existing law.